



Local Emergency Planning Committee
For New Castle County
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David Irwin, Chairman
Tom Kovach, Vice Chairman
Jacob Morente, Vice Chairman

LEPC for NCC – January Meeting

Meeting Minutes

May 8, 2017

Call to Order Chairman Irwin called to order the May 8, 2017 meeting of the Local Emergency Planning Committee of New Castle County at 2:38 pm. A quorum was present.

- Welcome** The Chairman introduced the meeting host, Mr. Russ Davis from Honeywell. Mr. Davis welcomed everyone and offered refreshments for the meeting.
- Introductions** Everyone went around the room introducing themselves and the company, community, citizen or agency they represented. The following persons were present – (Sign In Roster Attached).

Voting Members: (18)

Joseph Cochran – NCC OEM
Bill Davis – EPCRA DNREC
Russ Davis - Honeywell
Ron Dietrick – PBF Energy
Mark Dolan – ARP DNREC / NCCIHMR Training
Mike Gladle – University of Delaware
Babak Golgolab – Claymont Comm. Coalition/DRBA
David Irwin – Chairman LEPC NCC / SERC
Kevin Keating – DuPont Exp. Station - Proxy
Lynn Krueger – Duffield Associates
Joe Leonetti – St Francis Hospital / NCC DECON

Mark Logemann – NCC EMS
Bill McCracken – Citizen / IT Comm.
Jacob Morente – LEPC NCC
Beth Neumane – Industry, Rogers Corp.
Rick Perkins – State Official, DHSS Public Health
Terry Pierse – American Red Cross
John Verdi – BASF

Non-Voting Members: (2)

Heather Hudson – DHSS Public Health
Gerard Brennan – Del State Fire School

- Agenda Approval** Chairman Irwin asked for approval of the agenda. Motion to accept by Babak Golgolab, Seconded by Russ Davis. Vote: All in Favor. Motion passed.
- Approval of Minutes from last meeting** – March 13, 2017 Meeting minutes with sign-in roster, committee and staff reports were sent electronically to members. The Chairman asked for any corrections; Chairman Irwin asked to correct dates under Committee Finance Reports to March and April. Motion to accept with changes by Beth Neumane, Seconded by Babak Golgolab. Vote: All in Favor. Motion passed.

5. Committee Reports

- Finance:** Chairman Irwin reported expenditures since the March 13th, 2017 LEPC meeting.

Budget balance as of 3/1/17	\$32,415.77
Expenses:	
NCCIHMR Training Support	\$ 459.32

Staff Fees (March & April) \$13,333.34

Budget Balance as of 5/1/17 \$18,623.11

- b) **IT:** Bill McCracken read Information Technology Committee report. (attached)
- c) **DECON:** Joe Leonetti read DECON Committee report. (Attached)
- d) **Training:** Mark Dolan read Training Committee report. (attached)
- e) **Transportation:** No report

6. Tier II EPCRA Report

Bill Davis from DNREC EPCRA read the following report:

- SB 68 was introduced 4/27/17 and assigned to the Corrections & Public Safety Committee in the Senate

Synopsis

The primary purpose of this bill is to provide for an increase in fees collected with annual hazardous chemical inventory reports submitted by facilities. The bill also makes certain technical corrections. Sections 1 and 2 of the bill add the term "safety data sheets," where applicable, so that the terminology in Chapter 63, Title 16 of the Delaware Code comports with federal and international standards. Section 3 of this bill would increase the current fee per hazardous chemical from \$40 to \$60, and per extremely hazardous substance from \$80 to \$100, starting in 2018. Existing fee amounts are maintained for reports submitted late for back years. The fees were originally established in 1991, and have remained unchanged for 26 years. Fees collected are appropriated to the State Emergency Response Commission (SERC), and are used primarily to support operation of Local Emergency Planning Committees (LEPCS). Funds are also used to support emergency response vehicles for decontamination. Section 4 of this bill removes an unneeded provision that conflicts with the purpose of the fees as stated within Chapter 63. Section 5 inserts an exemption provision omitted when Chapter 63 was originally established, and provides alignment with related federal reporting requirements.

- 2016 EPCRA 312 (Tier II) reporting concluded March 1st
 - First round reminders emailed 3/14
 - Second round phone calls placed starting 4/11
 - Third round paper letters upcoming in late May
- Reporting Status:

EPCRA 312 (Tier II) Reports Submitted As of May 3rd, 2017

RY2016 current	3/7/17	RY2015 ~final	
2159	2019	2112	State Total
743	702	724	Sussex
463	435	448	Kent
820	763	806	New Castle
133	119	134	Wilmington

- 226 more reports have been submitted for RY2016 versus RY2015 by this time last year.

7. **SERC Report** Avery Dalton provided a LEPC briefing sheet – May 4, 2017. Chairman Irwin read the following report.

State Emergency Response Commission

SERC Quarterly Meeting 3/8/17 (updated jem)

Newly appointed Secretary Robert Coupe of Delaware's Department of Safety & Homeland Security took over the responsibilities of SERC Chairman. The SERC budget was approved at the March 8th quarterly meeting. Next SERC quarterly meeting is on June 14th.

SB68

Representative Bruce Ennis has introduced legislation to increase funds collected by DNREC's EPCRA program for hazardous chemicals. The primary purpose of this bill is to provide for an increase in fees collected with annual hazardous chemical inventory reports submitted by facilities. The fees were originally established in 1991, and have remained unchanged for 26 years. Fees collected are appropriated to the State Emergency Response Commission (SERC), and are used primarily to support operation of Local Emergency Planning Committees (LEPCs). Funds are also used to support emergency response vehicles for decontamination.

SERC Annual Report

In July, Avery Dalton will begin collecting inputs from LEPCs and Agencies to prepare the SERC Annual Report.

SERC - Items Of Interest

On April 18-20, 2017, the OAR safety train operated by Norfolk Southern visited the Newark, Delaware rail yard. Operation Awareness & Response (OAR), was launched in 2015 to educate the public about the economic importance of the safe movement of hazardous materials by rail and to connect emergency first responders in Norfolk Southern communities with information and training resources. In April 2016, Norfolk Southern unveiled the safety train, which has a locomotive, specially equipped classroom boxcars, and several tank cars for additional hands-on training. Emergency responders and DEMA staff toured the train, observed key training features, and met with Norfolk Southern staff.

SERC – Upcoming Events

Delaware Chemical Safety & Security Workshop to be presented by the EPA, DHS and DOT is being planned for October of 2017. More information to follow.

DEMA – Upcoming Events & News

DEMA participated in FEMA's Regional Power Outage Exercise on May 2, 2017. The exercise started on day three of a simulated power outage. The Energy Group under the Delaware Emergency Operations Plan was assembled to participate in the exercise. The group composed of representatives from Delmarva Power, Delaware Electrical Co-op, DNREC and several other entities reviewed the problems of restoring power and electrical grid stability.

Hazardous Materials Emergency Preparedness (HMEP) Grant Status

Current balance of the grant is; \$35,665.06 out of \$114,975.00 (2016-2017) has been spent as of May 5th.

HMEP - 3 year grant	
2016-2017	\$114,975.00
2017-2018	\$105,298.00
2018-2019	\$105,298.00

8. Staff Reports

- Jake Morente – read accomplishments since last meeting (report attached)
- Chairman Irwin – read accomplishments since last meeting (report attached)

9. Old Business - None reported

10. New Business - None reported

- LEPC Reports - no reports

11. 10th Annual HazMat Training Workshop - Mark Dolan reported on the success of the workshop.

- Attendance was similar to last year
- 36 Sponsors a record number – Mark recognized sponsors in the room and thanked them for their continued support and contributions to the workshop.
- Mark also thanked committee members for all their work.
- 14 Exhibitors – some expressed methods for increased booth traffic next year

Chairman Irwin also added several remarks on how well the workshop is organized, course participation and a few attendee comments. Dave wanted to thank the many volunteers that continue to help the success of the workshop. Chairman Irwin said that he'll be asking the planning committee to conduct an 11th HazMat Training Workshop so that he can present it for consideration at the next SERC Meeting in June.

12. Any other Business

- Russ Davis asked about the new EPCRA requirements and how soon it will impact reporting facilities. Bill Davis from DNREC EPCRA answered that it will take an annual cycle or so to implement these reporting requirements. There was also discussion that Delaware facilities may already meet some of these changes.

***Next Meeting – Monday, July 10th, 2017 2:30 pm – Delaware State Fire School – New Castle Division,
2311 MacArthur Drive New Castle, DE 19720***

Host: BASF

13. Adjournment – Motion to adjourn by Joe Leonetti, Seconded by Babak Golgolab. Vote: All in Favor. Chairman Irwin adjourned meeting at 3:26 pm

Recorded and submitted, J. Morente

LOCAL EMERGENCY PLANNING COMMITTEE
For NEW CASTLE COUNTY
SIGN IN SHEET

HOST: Honeywell

LOCATION: Delaware State Fire School - New Castle Branch

DATE: May 8, 2017

2016/2017 SERC Approved VOTING MEMBERS: 35		
Name	Representation	Signature
David Anderson	Community Rep.	
Jeff Backus	Industry	
Bob Barrish	Community Rep.	
Kim Bennett	Industry	
Councilman John Cartier	Elected NCC Official	
Joseph Cochran	Local Government	<i>Joseph Cochran</i>
Avery Dalton	State Official	
Bill Davis	State Official	<i>WRD</i>
Russ Davis	Industry	<i>Russ Davis</i>
Ron Dietrick	Industry	<i>Ron Dietrick</i>
Mark Dolan	State Official	<i>Mark Dolan</i>
David H. Ennis	Past Chairman	
Robert Fox	State	
Mike Gladle	Academia	<i>Mike Gladle</i>
Babak Golgolab	Community Rep.	<i>Babak Golgolab</i>
Mark Hanson <i>Kevin Verity</i>	Industry	<i>Mark Hanson</i>
Wayne Hopkins	Industry	
David Irwin	Chairman	<i>David Irwin</i>
William Kelly	Industry	
Steven Lopresti	Industry	
Tom Kovach	Vice-chairman	
Lynn Krueger	Industry	<i>Lynn Krueger</i>
Rick Perkins	State Official	<i>Rick Perkins</i>
Joseph Leonetti, Sr.	Hospital	
Capt. Mark Logemann	NCC EMS	<i>M. Logemann</i>
Mark Lucy	Industry	
Bill McCracken	Public	<i>Bill McCracken</i>
Sen. Harris McDowell, III	Elected State Senator	
Jacob Morente	Vice Chairman of LEPC	<i>Jacob Morente</i>
Beth Neumane	Industry	<i>Beth Neumane</i>
Joseph Rubin	Banking Industry	

> Vince Miller of the DSFS is incorporating comments into his draft of the Tier II Manager Tutorial.

>Not all fire companies have responded to the letters requesting two designated members be chosen to have access to Tier II Manager. Once this is accomplished, the fire companies will be given their passwords that will allow entrance into Tier II Manager.

>Bob Pritchett of DNREC is authoring a document (users guide) for Tier II Manager. It will assign all roles and responsibilities of DNREC, Facilities, Fire Companies, LEPCs, and 911 Centers.

New Castle County Special Operations Hazmat/Decon Team

Report to the LEPC May 8, 2017

The Hazmat /Decon Team responded to the following since January 9, 2017

- 1. February 1, 2017** – Stand-by at Townsend Fire Co Sta. 26 for the riot at the Vaughn Correctional Center in Smyrna. Stood-by for 8 hours until cleared by Command.
- 2. February 18, 2017** – 1301 Carruthers Lane, Wilmington. Skating Club of Wilmington. Assisted the Talleyville Fire Co. for a possible CO leak with multiple patients. Assisted in determining the source of the CO, no decon necessary.
- 3. April 26, 2017** – Rt. 896 and Old Baltimore Pike. Assisted the Newark Fire Department and DNREC ERB with a malfunctioning top clean-out valve. Tanker carrying Sodium Hydrasulphide. Deconed 2 DNREC entry team members.

Respectfully submitted,
Joe Leonetti, Team Leader



Monday, May 8th, 2017

NCC INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE

NCCIHMRMRA TRAINING COMMITTEE REPORT TO LEPC FOR NCC

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee did conduct two training sessions between the March 13th, 2017 and the May 8th, 2017 LEPC for NCC meetings.

Training Session II was the “Hazardous Materials Technician – Trench and Structural Collapse Awareness” training class, which was conducted by retired Captain Robert Murray, Baltimore County (MD) Fire Department Advanced Tactical Rescue Team Leader and past leader of Pennsylvania Task Force One (PA TF-1) FEMA Urban Search and Rescue Team, at the DNREC Lukens Drive New Castle Site on Tuesday, March 21st and repeated on Thursday, March 23rd, 05:30 pm – 09:00 pm. This training session examined the terminology, general hazards, operational safety issues, site control, hazard mitigation and scene management associated with trench, excavation and structural collapse incidents involving hazardous materials and included FEMA Task Force Rescue Marking Systems. Twenty-eight (28) hazardous materials first responders attended.

Training Session III corresponded to the highly successful Tenth Annual State of Delaware Emergency Response Hazardous Materials Training Workshop held at the Delaware State Fire School Dover Center on Friday, April 7th and Saturday, April 8th, from 8:00 am to 4:30 pm (8 hours each day). Classroom and hands-on field training evolutions included tactics and response for anhydrous ammonia releases, IED and homemade explosives awareness training, Bio-Threat briefing, Chemical-Biological-Radiological-Nuclear response concepts, risk-based air monitoring and detection, ethanol firefighting strategy and tactics, hazmat training design and prop construction, and hospital-based infectious disease and chemical decontamination. The keynote, titled “Partnering to Combat the Evolving Threat Environment”, was delivered by Kurt Reuther, US Department of Homeland Security Mid-Atlantic Regional Director for Intelligence and Analysis – Field Operations.

The NCCIHMRMRA Training Committee has the remaining 2017 training sessions scheduled:

- (1) “Radiation Assessment & Mitigation – Concepts of Radiological Response”, instructed by Cheryl Weaver-Docimo of RadResponse, from 8:00 am to 4:30 pm Friday, May 12th and repeated Saturday, May 13th at the DNREC Lukens Drive New Castle Site.
- (2) “Propane Flaring Evolutions”, led by the DNREC Emergency Response Team, scheduled from 5:30 pm to 8:30 pm Tuesday evening, August 15th and repeated Thursday evening, August 17th, at Delaware State Fire School, New Castle.
- (3) “Confidence in the Hot Zone” Workshop, instructed by Dave Wolfe and Michael Moore of Safe Transportation Training Specialists (STTS), from 8:00 am to 4:30 pm Friday, September 8th and repeated Saturday, September 9th at Elsmere Fire Station 16.
- (4) Sixteenth Annual NCCIHMRMRA Planning and Training Meeting on Wednesday, November 8th from 5:30 pm to 9:00 pm at Elsmere Fire Company Station 16.

Submitted by:
Mark Dolan
NCCIHMRMRA Training Committee

Local Emergency Planning Committee for New Castle County
Vice-Chairman Activity Report – Jacob Morente

May 8th, 2017

SERC & Tier II:

3/13/2017 Record minutes at the LEPC for NCC's March meeting at the Delaware State Fire School, New Castle division. Prepared minutes and distributed to email list.

Site Assessments & Plan Reviews: (2 visits conducted) Reports completed and mailed

3/28/2017 PBF Energy (Delaware City) 2 suggestions/considerations

4/12/2017 Municipal Services City of New Castle (New Castle) 2 suggestions/considerations

Outreach:

4/12/2017 Delivered 250 Resident Awareness and Emergency Preparedness Brochures to The City of New Office on Delaware Avenue.

5/1/2017 Participated in the DelDOT Volpe Research Project – Improving Highway Safety through Identification of Illicit Transportation of Hazmat and Other Contraband – Dover

Fire Service Liaison:

5/4/2017 Attended NCC Fire Chief's Association meeting at Odessa Fire Company

5/7/2017 Provided District Fire Chiefs with facility information provided by DEMA & ATF

Misc. Emails To County Fire Chiefs inviting them to accompany my Site Visits and Emergency Plan Reviews at facilities within their fire district.

NCCIHMR & Training:

3/21/2017 Provided dinner and participated in NCCIHMR's Training Session #2 – Hazardous Materials at Trench and Building Collapse Awareness training by Bob Murray, Murray & Associates LLC held at Elsmere Fire Company, Station 16

3/23/2017 Understanding Hazardous Material Labels Packaging, Shipping & Containers training at DuPont Co - Chestnut Run Plaza

3/23/2017 Provided dinner and participated in NCCIHMR's Training Session #2 – Hazardous Materials at Trench and Building Collapse Awareness training by Bob Murray, Murray & Associates LLC held at DNREC's Lukens Drive facility

3/24/2017 Prepared and submitted meal receipts & attendance records for reimbursement.

4/6/2017 Participated in the Hazmat Training Workshop preparation working group at the D.S.F.S. Dover campus.

4/7/2017 Participated in the 2017 Delaware Hazardous Materials Training Workshop 2-day event held at the Delaware State Fire School, Dover campus.

4/20/2017 Participated in Norfolk Southern/TRANSCAER Safety Train Training - Newark

David Irwin
Activity Report – Items Accomplished
March 14,2017 – May 8,2017

SERC Activities:

- Attended DelDOT and US DOT's Volpe Center "Identification of Illicit Transportation of HazMat and Other Contraband Research Program" briefing for Delaware Stakeholders (5/1)
- Pursuing reimbursement for two HazMat Workshop session providers using HMEP Grant funds

Emergency Response Plan Reviews and Facility Visits:

- No activity this period

Exercise Status:

- No activity this period

NCCIHMR:

- No activity this period

Outreach Initiatives:

- Represented the LEPC for NCC at the Sussex LEPC meeting (5/4)
- Represented the LEPC at the DuPont Experimental Station CAP meeting (5/3)

Additional Activities:

- Continued to develop the 10th Annual HazMat Training Workshop Committee members document
- Continued to develop the 10th Annual HazMat Training Workshop dinner program document
- Ordered, picked up and delivered HazMat sponsor, DEMA and DNREC recognition plaques
- Served as a technical resource to one member of the public
- Documented one Hazardous Material reportable release report in accordance with EPA regulations